

SUNSET BAY PROPERTY OWNERS ASSOCIATION

Minutes of Board of Directors Conference Call – Monday, January 18, 2016

This teleconference was originally scheduled to be held on Wednesday, January 18, 2016. Because of the unavailability of some of the Board members, it was rescheduled to Monday, January 18, 2016, at 7:00 p.m.

Call to order: A special meeting of the Board of Directors of the Sunset Bay Property Owners Association was held via teleconference on Monday, January 18, 2016. The teleconference convened at 7:15 p.m. A quorum was established.

The following officers participated:

President	Debbie Ortiz
Vice President	Tim Raub
Vice President at Large	Kelly Flanagan
Secretary	Gary Sequeira
Treasurer	Josh Staley

Approval of minutes: The minutes of the November 18, 2015, quarterly Board meeting via teleconference were approved via e-mail and stood as approved.

Old Business:

A. Financials

- a. Status of Josh providing updated list of all delinquent accounts to pursue collection activities – Josh will prepare and e-mail to the Board by this weekend.
- b. Status of Josh preparing 2016 annual maintenance fee invoices – Josh will e-mail the invoices to Gary by January 25 to print out. Gary and Sharon will prepare them to mail out by January 31.
- c. Status of Debbie preparing a letter about the ID tags to go out with the 2016 maintenance fee invoices – Debbie will prepare a draft and e-mail to the Board for review. She will e-mail the final to Gary to be printed out to accompany the invoices. Debbie will also order the ID tags.

B. Status of lawsuit – The lawsuit is ongoing. Pre-trial is scheduled for March 21, 2016. The trial is now scheduled for the week of April 4, 2016.

C. Items tabled in November 18, 2015, conference call:

- a. Status of multi-year audit/suggestions for hiring someone to do the audit – Josh and Tim will check on companies to handle the audit.

- b. Status of joining area Chambers of Commerce – This will be considered at a later time.
- c. Ordering 4"x8" post cards for Kelly to distribute in the Rockport area – This will be considered at a later date.

Open Discussion and Questions

- A. Landscaping around pavilion – Kelly will try to locate someone to get a plan and bid.
- B. Mowing and spraying herbicide along the roads – Kelly will contact Gene Carter.
- C. Additional lighting on pier and preventative maintenance – Kelly will meet with Rudy Rezendez next week.

Replacing pier gate with aluminum or galvanized one – The current gate is working okay. We have received a bid quote of \$2850.00 to fabricate and install from Curtis Construction for a custom made aluminum gate using our current lock assembly that is on the old gate. This bid cost seems high, and Kelly will try to procure additional bids for a similar metal gate replacement.

- D. Location for 2016 Annual Meeting – Kelly will check with the Rockport Yacht Club to see if it is available and if there are any conflicting activities going on in the area of the yacht club. He will also check on the Lighthouse Inn.
- E. The next quarterly Board meeting will be held via conference call on Thursday, February 25, 2016 at 7:00 p.m. Gary and Sharon will send out the meeting notice and agenda and a reminder for this teleconference.

Adjournment: The conference call adjourned at 8:15 p.m.



Gary S. Sequeira, Secretary

1/30/16

Date